
Fillmore Soil & Water Conservation District

900 Washington St. NW, Box A, Preston, Minnesota 55965

Phone: 507-765-3878, Ext. 3; Fax: 507-765-4415

www.fillmoreswcd.org

DISTRICT REGULAR BOARD MEETING

Thursday, December 13, 2018

8:30 a.m.

Conservation Building

912 Houston Street

Preston, MN 55965

Agenda

- I. Approval of Agenda
- II. Treasurer's Report
 - 1. Approve November, 2018 treasurer's report
- III. Consent Agenda
 - 1. Payment of Conservation Practice Assistance Contract FY18-03 Brian Soland, Grade Stabilization Structure, in the amount of \$10,000.00
 - 2. Payment of Local Capacity Conservation Practice Assistance Contract LC FY17-05 Wayne Pfremer, Grade Stabilization Structure, in the amount of \$2,305.75
- IV. Reports
 - 1. Supervisor activity report
 - 2. Staff reports
 - a. Caleb Fischer
 - b. Aaren Mathison
 - 3. Administrator's report
 - a. MASWCD convention report
 - b. PRAP updates
 - c. 1W1P updates
 - d. Noxious Weed Grant landowner meetings
 - e. Staff time tracking system
 - f. 2019 newspaper insert ideas
 - g. *Annual Planning Meeting and Recognition Lunch*
 - 4. NRCS report
 - 5. County Report
- V. Old Business

Fillmore Soil & Water Conservation District

900 Washington St. NW, Box A, Preston, Minnesota 55965

Phone: 507-765-3878, Ext. 3; Fax: 507-765-4415

www.fillmoreswcd.org

1. Consider approval for Vice-chair to sign Secretary's Report from November 15, 2018 Regular Board Meeting
2. Consider approval of Secretary's Report from November 15, 2018 Regular Board Meeting
3. Consider Supplemental Lease Agreement with C&G Properties for SWCD office space in the amount of \$1,675.00 per month for January 1, 2019 to December 31, 2019
4. Consider additional services and costs for Sand Creek Workplace Wellness
5. Consider approval of Cost of Living Adjustment of 2.0%
6. Consider approval of 2019 Proposed Budget (Note: no changes made to the budget reviewed in November)
7. Review and approve 2017 SWCD Audited Financial Statements
8. Consider FY17 BWSR State Cost Share Grant extension to December 31, 2019.
9. Consider contract amendments for the following Conservation Practice Assistance Contracts:

FY17-02	Eric Kammer	Grade Stabilization Structure	\$6,000.00	12/1/2019
FY17-04	Rodney Koliha	Grassed Waterway	\$1,560.00	12/1/2019

10. Approve Administrator signature of contract amendment for David Ranzenberger
11. *Consider cancellation of District Summer Construction Set Aside Contract SC17-03, Rodney Koliha, in the amount of \$1,059.50.*
12. *Consider cancellation of Conservation Practice Assistance Contract FY17-04 Rodney Koliha, Grassed Waterway, in the amount of \$1,560.00*
13. *Consider FY18 2018 Statewide Cover Crop Training Grant amendment extending the expiration date to June 30, 2019.*

VI. New Business

1. Consider retirement of Donna Rasmussen, Administrator, effective March 29, 2019
2. Consider payment of MACDE dues for 2019 (8 employees @ \$25.00)
3. Consider Conservation Corps Minnesota summer apprentice application for 2019
4. *Consider temporary employment for Jess Stevens for up to 80 hours between December 20, 2018 and January 18, 2019, at \$15.00 per hour.*

VII. Accounts Payable

1. Approve December, 2018 accounts payable
2. Supervisor volunteer for statement opening and check review

Fillmore Soil & Water Conservation District

900 Washington St. NW, Box A, Preston, Minnesota 55965

Phone: 507-765-3878, Ext. 3; Fax: 507-765-4415

www.fillmoreswcd.org

VIII. Informational Item

1. Calendar of Events - 2019

IX. Adjournment

Upcoming Events and Meetings

MASWCD Annual Meeting & Trade Show	December 9-11, 2018
BALMM	December 19, 2018
Christmas Day Holiday (Office Closed)	December 25, 2018
New Year's Day Holiday (Office Closed)	January 1, 2019
Statement Opening (Wednesday)	January 2, 2019
Forestry Committee meeting, Rushford Fire Hall, 4:30 pm	January 15, 2019
Sand Creek Progress Review Meeting, 1:30 p.m.	January 17, 2019
Regular SWCD Board Meeting, 4:30 p.m.	January 17, 2019
Martin Luther King Jr. Day (Office Closed)	January 21, 2019
Annual Planning Meeting, 9 a.m., Conservation Building	January 29, 2019
Recognition Luncheon, Branding Iron, 11:30 a.m.	January 29, 2019